

# **CRANSTON SCHOOL COMMITTEE MEETING**

**TUESDAY, JULY 20, 2010**

**HOPE HIGHLANDS ELEMENTARY SCHOOL**

**300 HOPE ROAD**

**EXECUTIVE SESSION: 5:00 P.M.**

**PUBLIC WORK SESSION: IMMEDIATELY FOLLOWING EXECUTIVE SESSION**

**PUBLIC MEETING IMMEDIATELY FOLLOWING PUBLIC WORK SESSION**

## **AGENDA**

**Call to Order – 5:00 p.m. – convene to Executive Session Pursuant to RI State Laws PL 42-46-5(a)(1) Personnel (Non-renewal hearing for non-tenured teacher); PL 42-46-5(a)(2) Collective Bargaining and Litigation (School Prayer) (Deficit Reduction Plan) (Contract Negotiations Update – Food Service, Teachers, Teacher Assistants/Bus Aides, Technical Assistants, Secretaries, Custodians), (Cranston Area Career & Technical Center).**

- 1. Executive Session**
- 2. Call to Order – Public Work Session**
- 3. Roll Call – Quorum**
- 4. Executive Session Minutes Sealed – July 20, 2010**
- 5. Public Work Session:**
  - a. Presentation by Food Service Company**

- b. Report on Class Sizes – Dr. Lundsten**
- c. Cranston Athletic Department – Player Guidelines**
- d. Schedule – School Committee Meetings 2010-2011**
- 6. Adjourn Public Work Session to Public Meeting**
- 7. Approve Minutes of Previous Meetings – June 9, 2010 and June 14, 2010**
- 8. Public Acknowledgements/Communications**
- 9. Chairperson’s Communications**
- 10. Superintendent’s Communications**
- 11. School Committee Member Communications**
- 12. Public Hearing**
  - a. Students (Agenda/Non-agenda Items)**
  - b. Members of the Public (Agenda Matters Only)**
- 13. Consent Agenda/Consent Calendar**

## **RESOLUTIONS**

## **ADMINISTRATION**

**NO. 10-7-1 – RESOLVED, that at the recommendation of the Superintendent, said certified administrator be appointed as follows:**

**James Zanfini**

**Elementary School Principal, Rhodes Elementary School**

**Contract Effective: July 21, 2010**

**See Attached Financial Impact Analysis**

**NO. 10-7-2 – RESOLVED, that at the recommendation of the Superintendent, said certified administrator be appointed as follows:**

**Jeannine Nota-Masse**

**Executive Director of Educational Programs & Services**

**Central Administration Office**

**Contract Effective: August 2, 2010**

**See Attached Financial Impact Analysis**

**PERSONNEL**

**NO. 10-7-3 – RESOLVED, that at the recommendation of the Superintendent, the appointment of the following Program Supervisor be approved:**

**Diane Narcisi, Business**

**NO. 10-7-4 – RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed as substitutes on a temporary basis as needed:**

**Samantha Stanton, History**

**NO. 10-7-5 – RESOLVED, that at the recommendation of the Superintendent, the retirement(s) of the following certified personnel be accepted:**

**Kenneth Lawson, Jr., Teacher**

**Gladstone**

**Effective Date - June 30, 2010**

**Robert Gaudreau, Teacher**

**West**

**Effective Date - June 30, 2010**

**NO. 10-7-6 – RESOLVED, that at the recommendation of the Superintendent, the non-renewal of non-tenured teacher A be accepted.**

**NO. 10-7-7 – RESOLVED, that at the recommendation of the Superintendent, the non-renewal of non-tenured teacher B be accepted.**

**NO. 10-7-8 – RESOLVED, that at the recommendation of the Superintendent, the following individual(s) be appointed as an athletic coach:**

**Emily Godfrey, Head Coach, Field Hockey**

**Cranston High School East**

**Step-3**

**Class-B**

**Playing Competition-High School**

**Coaching Experience-CHSE Assistant Coach – Field Hockey**

**Certification-RI Coaches Certification; CPR\\AED\\First Aid**

**William Coughlin, Head Coach Boys' Basketball**

**Cranston High School East**

**Step-5**

**Class-B**

**Playing Experience-High School**

**Coaching Experience-Assistant Coach East Boys' Basketball – 8 yrs**

**Certification-RI Coaches Certificate; CPR\\AED\\First Aid Certified**

**NO. 10-7-9 – RESOLVED, that at the recommendation of the Superintendent, the following individual(s) be reappointed as a volunteer athletic coach:**

**Cranston High School East**

**Jason Theroux Football**

**NO. 10-7-10 – RESOLVED, that at the recommendation of the Superintendent, the termination of the following non-certified employee A be accepted.**

**NO. 10-7-11 – RESOLVED, that at the recommendation of the Superintendent, the termination of the following non-certified employee B be accepted.**

**NO. 10-7-12 – RESOLVED, that at the recommendation of the Superintendent, non-certified staff members be laid off from their**

**respective positions due to budgetary reasons.**

**NO. 10-7-13 – RESOLVED, that at the recommendation of the Superintendent, non-certified staff members be recalled from layoff, and**

**Be it further resolved that the Superintendent notify those individuals of the committee's actions.**

### **POLICY AND PROGRAM**

**NO. 10-7-14 – RESOLVED, that at the recommendation of the Superintendent, the following field trip of long duration be authorized.**

**1. Steven M. Stoehr, Cranston West Varsity Football coach, and approximately 55 students to travel to Vermont Academy in Saxtons River, VA to attend football camp from August 24, 2010 to August 27, 2010 at no cost to the school department. Please see the attached “Field Trip of Long Duration” form and backup information.**

### **PURCHASES AND PURCHASED SERVICES**

#### **BUSINESS**

**NO. 10-7-15 – RESOLVED, that the following purchases be approved:**

**Technology Education supplies in the amount of \$28,417.60**

**Number of bids issued 38**

**Number of bids received 20**

**NO. 10-7-16 – RESOLVED, that the following purchases be approved:**

**Music supplies in the amount of \$4,129.91**

**Number of bids issued 11**

**Number of bids received 9**

### **TABLED RESOLUTIONS**

**NO. 10-6-37 - RESOLVED, that the following purchases be approved.**

**(Approval is requested at this time to expedite the processing of these orders. No purchase orders will be issued until funds are available)**

**Custodial chemical supplies in the amounts of \$80,208.95 for 2010-2011 and \$81,276.25 for 2011-2012 based on a two year bid (actual quantities to be adjusted based on needs and funds available).**

**Number of bids issued 19**

**Number of bids received 11**

**Custodial miscellaneous supplies in the amounts of \$15,394.43 for 2010-2011 and \$17,564.85 for 2011-2012 based on a two year bid (actual quantities to be adjusted based on needs and funds available).**

**Number of bids issued 18**

**Number of bids received 8**

**Custodial paper supplies in the amounts of \$59,453.35 for 2010-2011 and \$62,805.95 for 2011-2012 based on a two year bid (actual quantities to be adjusted based on needs and funds available).**

**Number of bids issued 18**

**Number of bids received 8**

**Trash Liners in the amounts of \$18,403 for 2010-2011 and \$20,237 for 2011-2012 based on a two year bid (actual quantities to be adjusted based on needs and funds available).**

**Number of bids issued 19**

**Number of bids received 10**

**NO. 10-6-19 – RESOLVED, that the following purchases be approved. Subscriptions in the amount of \$9,936.09 (Pending the availability of funding 2010-11)**

**Number of bids issues 4**

**Number of bids received 4**

**14. New Business**

**15. Public Hearing on Non-agenda Items**



**16. Announcement of Future Meetings – July 30, August 11, and August 16, 2010.**

**17. Adjournment**

**Notice Posted: July 15, 2010/Cranston Herald**

## **CRANSTON ATHLETIC DEPARTMENT PLAYER GUIDELINES**

**Please read both sides carefully and keep for future reference:**

- 1. Require the parents to read and sign both copies of the Rhode Island Interscholastic League Assumption of Risk Form. This form must be signed and/or sealed by a notary public.**
- 2. Require a complete physical on file in the athletic director's office or provide a medical release from the athlete's doctor clearing him/her to fully participate in high school athletics.**
- 3. Every athlete, every year, every season he/she participates on a high school athletic team must fill out the Medical Insurance Policy and Verification Form prior to participation.**
- 4. It is mandatory that all athletes have some sort of medical**

**coverage. The Cranston School Department does offer a medical coverage policy at a minimal cost.**

**5. All athletes must maintain academic eligibility as stated on the Rhode Island Interscholastic League website ([www.riil.org](http://www.riil.org)) and conduct themselves according to team and school policies.**

**6. Attendance at school is mandatory on the day of a contest or practice.**

**7. The use of alcohol or any controlled substance is prohibited and will lead to suspension or dismissal from the team.**

**8. Vulgarity and lack of respect for coaches, officials, school administrators and opponents will not be tolerated. Athletes must represent the school and community with the highest of standards or be subject to suspension or dismissal from the team.**

**9. Sportsmanship is considered a high priority to engage in high school athletic competition. All athletes must act in a professional and sportsmanship-like manner or be subject to suspension or dismissal from the team.**

**10. There is a zero tolerance policy for hazing or bullying. Anyone involved in this practice will automatically be dismissed from the team.**

**11. Players are to attend practice sessions in equipment and gear that is specified by the head coach.**

**12. Security for all uniforms and equipment is the responsibility of the athlete. Be sure to lock and secure all school related items. All lost or damaged school department uniforms and /or equipment will be the financial responsibility of the athlete.**

**13. The head coach should be notified of all injuries. The head coach must then send a written accident report of the injury to the athletic director within 24 hours. Any athlete who receives medical attention from a doctor must provide the head coach with a written release from that doctor prior to resuming practice and/or game competition.**

**14. All athletes must travel to and from contests on transportation provided by the school department.**

**15. Any team may have additional policies and team rules as established by the head coach of that particular team.**

#### **PARENT AND COACH COMMUNICATION:**

**Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefits to children. As parents, when your children become involved in our program, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.**

**Communication parents should expect from coaches:**

- philosophy of the coach;**
- expectations the coach has for your child as well as all the players on the team;**
- locations and times of all practices and contests;**
- team requirements, i.e., practices, special equipment, out-of-season conditioning;**

- procedure followed should your child be injured during participation; and
- discipline that may result in the denial of your child's participation.

Communication coaches should expect from parents:

- any physical, cognitive or personal limitations their child may have;
- notification of any schedule conflicts well in advance; and
- specific concerns with regards to a coach's philosophy and/or expectations.

As your child becomes involved in the programs offered by the Cranston School Department, they will experience some of the most rewarding moments of their lives. It is important to understand that there may also be times when things do not go the way you or your child wishes. At this time, a discussion with the coach is certainly appropriate.

Appropriate concerns to discuss with coaches:

- the treatment of your child based on his/her personal needs;
- ways to help your child improve; and
- concerns about your child's behavior.

Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain topics can be and should be discussed with your child's coach. Other topics must be left to the discretion of the coach.

Issues not appropriate to discuss with coaches:

- playing time;
- team strategy

- play calling; and
- other student-athletes.

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue or concern.

If you have a concern to discuss with a coach, you should:

Call the coach (if you have a contact number) or email the coach (if an email was made available to you) to set up an appointment with the coach. Please do not attempt to confront a coach before or after a practice or contest. These times can be emotional periods for both the parent and the coach. Meetings of this nature do not promote resolution. If you do not have a contact number or email for the coach, contact the athletic director (270-8124).

If the meeting with the coach does not provide a satisfactory resolution, you should then call the athletic director (270-8124) and set up an appointment to discuss your concern(s). If your issue still has not been resolved, then the athletic director will contact the building principal.

Since research indicates a student involved in high school athletics has a greater chance for success during adulthood, the Cranston School Department offers a wide variety of athletic programs for both male and female student/athletes. Many of the character traits required to be a successful participant in our athletic programs are

**exactly those that will promote a successful life after high school. I am hopeful that the information provided here will enhance both student and parent participation in our athletic programs.**

## **CRANSTON SCHOOL COMMITTEE MEETINGS AND WORK SESSIONS SCHEDULE**

**2010-2011**

<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
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<b>Wednesday, Sept. 15, 2010</b>	<b>5:00 pm (special time)</b>	<b>Briggs Building</b>
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<b>Monday, Sept. 20, 2010</b>	<b>7:00 pm*</b>	<b>Western Hills</b>
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<b>Wednesday, Oct. 13, 2010</b>	<b>6:00 pm</b>	<b>Briggs Building</b>
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<b>Monday, Oct. 18, 2010</b>	<b>7:00 pm*</b>	<b>Western Hills</b>
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<b>Wednesday, Nov. 17, 2010</b>	<b>6:00 pm</b>	<b>Briggs Building</b>
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<b>Monday, Nov. 22, 2010</b>	<b>7:00 pm*</b>	<b>Western Hills</b>
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<b>Wednesday, Dec. 15, 2010</b>	<b>6:00 pm</b>	<b>Briggs Building</b>
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<b>Monday, Dec. 20, 2010</b>	<b>7:00 pm*</b>	<b>Western Hills</b>
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**2011**

<b>Monday, Jan. 3, 2011</b>	<b>5:30 pm*</b>	<b>Briggs Building</b>
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**(Organizational Meeting)**

<b>Tuesday, Jan. 18, 2011</b>	<b>7:00 pm</b>	<b>Western Hills</b>
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**(Public Budget Work Session)**

**Wednesday, Jan. 26, 2011 7:00 pm Western Hills**

**(Public Budget Work Session)**

**Monday, Jan. 31, 2011 (if necessary) 7:00 pm Western Hills**

**(Public Budget Work Session)**

**Monday, Feb. 14, 2011 7:00 pm Western Hills**

**(Budget Adoption)**

**Thursday, Feb. 17, 2011 7:00 pm Western Hills**

**(Budget Adoption II)**

**Wednesday, March 16, 2011 6:00 pm Briggs Building**

**Monday, March 21, 2011 7:00 pm\* Western Hills**

**Wednesday, April 13, 2011 6:00 pm Briggs Building**

**Monday, April 25, 2011 7:00 pm\* Western Hills**

**Wednesday, May 18, 2011 6:00 pm Briggs Building**

**Tuesday, May 24, 2011(special date) 7:00 pm\* Western Hills**

**Wednesday, June 15, 2011 6:00 pm Briggs Building**

**Monday, June 20, 2011 7:00 pm\* Hope Highlands**

**Wednesday, July 13, 2011 6:00 pm Briggs Building**

**Monday, July 18, 2011 7:00 pm\* Hope Highlands**

**Wednesday, August 17, 2011 6:00 pm Briggs Building**

**Monday, August 22, 2011 7:00 pm\* Hope Highlands**

**Wednesday meeting dates denote School Committee Work Sessions and Monday meeting dates denote regular School Committee meetings. The schedule has also been adjusted, where it could be, to not conflict with City Council meetings.**

**\* = or immediately following Executive Session.**

**gm**

**July 20, 2010 DRAFT**

## **Administrator's Compensation Schedule**

**Fiscal Year 2010-2011**

<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL</b>	<b>ANN</b>	<b>SALARY</b>
<b>HEALTH</b>	<b>DENTAL</b>	<b>LIFE</b>	<b>PENSION</b>	<b>SURV</b>
<b>BEN</b>	<b>OASDI</b>	<b>MEDICARE</b>	<b>TOTAL</b>	<b>Fringe Sal &amp; Fringe</b>



Nota-Masse, Jeannine Exec. Director Briggs	103,900.00
13135 992 34      12,354 96 0 1507      28,117	132,017

Zanfini, James Elem. Principal Rhodes	87,099.00	5007 290 34
10,356 96 0 1263      17,046	104,145	

JN - 22% cost share

JZ 22% cost share

# **Administrator's Compensation Schedule**

**Fiscal Year 2011-2012**

<b>NAME POSITION SCHOOL</b>	<b>ANN</b>	<b>SALARY</b>
<b>HEALTH DENTAL LIFE PENSION SURV</b>		
<b>BEN OASDI MEDICARE TOTAL Fringe Sal &amp; Fringe</b>		

Nota-Masse, Jeannine Exec. Director Briggs	103,900.00
13893 1021 34      15,440 96 0 1507      31,990	135,890

25% cost share

# **Administrator's Compensation Schedule**

**Fiscal Year 2012-2013**

<b>NAME POSITION SCHOOL</b>	<b>ANN</b>	<b>SALARY</b>
<b>HEALTH DENTAL LIFE PENSION SURV</b>		
<b>BEN OASDI MEDICARE TOTAL Fringe Sal &amp; Fringe</b>		

Nota-Masse, Jeannine Exec. Director Briggs	103,900.00
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15282 1092 34	19,294 96 0 1507	37,305	141,205
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25% cost share